

TeleFile allows you to file your taxes by phone from your home, 7 days a week, 24 hours a day. TeleFile is quick and easy. Refunds will usually be mailed within one week. (Refunds for returns selected for review or that are adjusted will take longer.)

You may file by phone if you meet all the requirements listed below. If you meet the requirements but did not receive a TeleFile booklet in the mail, contact the department to get a personal identification number (PIN). Call us at (608) 264-6886 or send an e-mail to: efiling@dor.state.wi.us.

Who May TeleFile

You can file by phone if:

- Your filing status is single or married filing a joint return and you have no dependents. If married, you must be married to the same spouse as shown on your 2002 return.
- You (and your spouse if married) only had income from the following sources:
 - Wages, salaries, tips
 - Taxable scholarship or fellowship grants
 - Taxable interest income
 - Unemployment compensation

All wages, salaries, tips, and taxable scholarship or fellowship grants must be included in box 1 on your W-2s.

- You (and your spouse if married) do not have more than eight W-2s.
- You (and your spouse if married) were under age 65 on December 31, 2003.
- You (and your spouse if married) were a full-year Wisconsin resident for 2003.
- You do not claim any deductions (for example, a deduction for student loan interest).
- You do not claim any Wisconsin credits other than credit for Wisconsin tax withheld from wages, renter's and homeowner's school property tax credit, married couple credit, and the working families tax credit.
- You have use of a touch-tone telephone. (For best results, don't use a cellular or cordless phone or one with a keypad in the handset.)

Caution We must have your correct address. Your refund will be mailed to the address on the mailing label on the front cover of this booklet. If the mailing label address is wrong, you must first contact the department to correct your address. You may call us at (608) 266-2772 or e-mail us at: telefile@dor.state.wi.us. You must provide your full name, social security number, old address, and new address. If you contact us by e-mail, do not TeleFile your return until after you receive confirmation that the department has changed your address. Filing before confirmation is received will cause any refund to be sent to your old address.

Your refund or the amount you owe will be calculated for you while you file. If you owe money, you can file now and pay by April 15.



How to TeleFile

- Fill in lines A through K on the Worksheet on page 25.
- Call TeleFile using a touch-tone phone. See worksheet for number. Long-distance charges will apply, if applicable.
- To STOP the filing of your return at any time, simply hang up. Your return will not be filed unless you confirm at the end of the call that you wish to file.
- TeleFile will tell you the numbers to write on lines L through N.
- When you have finished filing and the department has accepted your information, write down the confirmation number on line O of your worksheet.
- If you owe an additional amount, submit your payment by April 15, 2004, with the payment voucher (Form TPV) below. Payment should be submitted to the address shown on the payment voucher.

Need Help?

Round all amounts on the worksheet to the nearest dollar.

Line B. See sample label below for location of your PIN.

First person on the label

4-digit PIN

WI ID#: 475 285 274 8
TAXPAYER JAMES P. TAXPAYER HELEN A.
16305 MAIN AVENUE, N.W.
ANYTOWN, WI 99999-9999

6543

Line F. Fill in the total unemployment compensation paid to you in 2003. In order for TeleFile to determine how much of your unemployment compensation is taxable, you must indicate on line F(2) if you received any interest from U.S. government bonds. (**Note:** You will not be taxed on the U.S. government interest.)



▼ Cut Here And Mail With Your Payment ▼

2003

WISCONSIN TELEFILE PAYMENT VOUCHER

CODE 5

FORM

TPV

File only if submitting payment.
Make your check payable to and mail your voucher to:
Wisconsin Department of Revenue
Post Office Box 2942
Milwaukee, WI 53201-2942

Your last name	Your first name and initial	Your social security number 	
Spouse's last name	Spouse's first name and initial	Spouse's social security number 	
Home address (number and street or rural route)		Telephone number	
City or post office	State	Zip code	

AMOUNT OF PAYMENT \$ _____
Please do not staple your payment to this voucher